

DALLAS COUNTY BOARD OF HEALTH

801 Court, Adel, Iowa 50003

Dallas County Health Department: (515) 993-3750

TIME OF MEETING: November 20, 2018 at 7:00pm

PLACE OF MEETING: 25747 N Avenue, Adel, IA 50003; HSC- Community Room

- ITEM 1.** The Dallas County Board of Health met in regular session on Tuesday, November 20, 2018. Chair Kim Chapman called the meeting to order at 7:00pm. Present were board members Kim Chapman, Monty Button, Dr. Josh Kindt, and Ashley Sunderman. Present from staff were Suzanne Hegarty, Ted Trewin, Abigail Chihak and Amy Short. Guests present included Deb Andersen, HomeCare Services; Seth Johnson, Erin Drinnen and Bob Ritz from the United Way of Central Iowa ; and Wayne Reissetter, Dallas County Attorney.
- ITEM 2.** Dr. Kindt moved to accept the agenda as written. Button seconded the motion. **All ayes, motion carried.**
- ITEM 3.** Bob Ritz, Board Member and Erin Drinnin, Community Impact Officer from the United Way of Central Iowa were in attendance for a board to board meeting. The Community Impact Report for 2018 was handed out. There was discussion regarding United Way funded programs at Dallas County Health Department.
- ITEM 4.** Dr. Kindt moved to accept the consent agenda. Button seconded the motion. **All ayes, motion carried.**
- ITEM 5.** Button moved to approve the minutes of the previous meeting. Dr. Kindt seconded the motion. **All ayes, motion carried.**
- ITEM 6.** Open Forum – no one to speak
- ITEM 7.** Ashley Sunderman, RN, was welcomed as the newest Board of Health member. Chapman reported that the Board of Supervisors is still searching for another member.
- ITEM 8.** Suzanne Hegarty, Interim Director, reviewed the Director’s Report with the board. She highlighted a SIM Community Coalition meeting on December 20, 2018 at Dallas County Health Department and invited board members to attend.
- ITEM 9.** Short provided a brief overview of the Senior Produce Box Grant from last year and discussed what our goals were for this coming year. There was some discussion about potential groups that may be interested in volunteer opportunities and different ways to obtain produce. Dr. Kindt moved to approve an agreement with IDPH for the Senior Produce Box Project and authorizing the Dallas County Health Department Director to sign the contract on behalf of the Dallas County Board of Health as long as contract is within terms of the application and is in conformity with previous Senior Produce Box Project contracts from IDPH. Button seconded the motion. **All ayes, motion carried.**
- ITEM 10.** Trewin gave an update on three Environmental Health policies that were written and/or updated to reflect specific rules and regulations for the Grants to Counties funding.
- a. Button motioned to approve *Private Water Well Sampling Policy*, Dr. Kindt seconded the motion. **All ayes, motion carried**
 - b. Dr. Kindt moved to approve the *Abandoned Well Closing Policy*, Button seconded the motion. **All ayes, motion carried**
 - c. Sunderman moved to approve the *Well Reconstruction Policy*, Dr. Kindt seconded the motion. **All ayes, motion carried**
- ITEM 11.** The board discussed the Agency Director Job Description presented by Hegarty. The board would like the Dallas County Human Resources Director to review the job description. Approval of the Job Description was tabled until the next meeting.

Hegarty discussed the suggestion by Chapman to hold a budget workshop for the Board of Health members due to the inexperience of board members with County Budget proceedings. She will send out a Doodle poll to determine a date and time.

ITEM 12. Other Business – no other business was presented.

ITEM 13. Chapman stated the next meeting will be held on December 18, 2018 at 7p. Button moved to adjourn and Dr. Kindt seconded the motion. **All ayes, motion carried. The meeting was adjourned at 8:40pm.**

Respectfully submitted,

Amy Short

Dallas County Health Department